

**THE GLEN OF PACIFIC GROVE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING**

November 16, 1999  
36 Glen Lake Drive  
Pacific Grove, CA 93950  
5:00PM

**MINUTES**

**1.0 CALL TO ORDER 5:10PM**

**2.0 ROLL CALL**

Jack Rutherford	President	Present
Candy Pollock	Vice President	Absent
Glen Grossman	Secretary, Treasurer	Present
Virginia Capra	Director	Present
Jack Rugar	Director	Present
Joseph Chaffers	MCC	Present

**3.0 AGENDA REVIEW, RESIDENT REQUESTS, CONSENT CALENDAR APPROVAL**

**4.0 APPROVAL OF PREVIOUS MEETING MINUTES**

4.01 Minutes – September 7, 1999

Jack Rugar moved, Jack Rutherford seconded. Approved as reported.

**5.0 REPORTS**

5.01 Delinquency Reports (10/31/99) & (9/30/99)  
Approved as reported.

5.02 Financial Reports (9/30/99)  
Code \$100.00 to Landscape Hauling – not Landscape Other.  
Approved as reported.

5.03 Bank Statements (9/30/99)  
Approved as reported.

5.04 MCC Billing Report (9/30/99)  
Glen Grossman moved, Jack Rugar seconded. Approved as reported.

**6.0 UNFINISHED BUSINESS**

- 6.01 Painting Lawsuit  
Our attorney requested information from the Painting Company, and Painting Company requested information back. Glen Grossman reviewed the questions asked with the Board members. Names of people involved, etc.
  
- 6.02 Termite Extermination  
Termite inspections are complete.
  
- 6.03 CPA Report  
Board of Directors reviewed Allen & Cook letter and to review draft of Audit report.
  
- 6.04 Reseal Streets  
Letter sent to Granite Construction.
  
- 6.05 Reserve Analysis  
Glen Grossman moved, Virginia Capra seconded. Board to have John Beatty Co. do the year 2000 Reserve Analysis and to be completed by 5/15/2000.

**7.0 NEW BUSINESS**

- 7.01 Transfer from Operating to Reserves  
Glen Grossman moved, Jack Rutherford seconded to have \$6,124.00 be moved from the Operating account to the Reserve account.
  
- 7.02 Set-up Additional Agenda Items  
Glen Grossman moved, Virginia Capra seconded to set up additional agenda items.
  
- 7.03 Appointment to Rules Inforcement Committee  
Glen Grossman moved, Virginia Capra seconded that Candy Pollock & Glen Grossman are appointed to the Rules Inforcement committee.
  
- 7.04 Bank Signature Cards  
Glen Grossman moved, Virginia Capra seconded that new signature cards be set up.

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- 7.05 Annual Statement to Secretary of State  
MCC reported that the statement to the Secretary of State was filed.
  
- 7.06 Monthly Meeting Date  
Glen Grossman moved, Virginia Capra seconded. Monthly meetings are to be on the 4<sup>th</sup> Tuesday of each month.
  
- 7.07 Late Charges  
Glen Grossman moved, Virginia Capra seconded. Board will not waive late charges for people on vacation.

**8.0 CORRESPONDENCE**

- 8.01 General Correspondence  
Approved as reported.
  
- 8.02 Board Correspondence  
Approved as reported.

**9.0 ADJOURNMENT**

- 9.01 Set Next Meeting Date, Time and Place  
The next meeting is scheduled for December 21, 1999 at 5:00PM at 36 Glen Lake Drive.
  
- 9.02 Adjourn  
The meeting was adjourned at 7:00PM.

